

Caldarola, Glenn

From: Caldarola, Glenn
Sent: Wednesday, December 28, 2005 9:51 AM
To: Tran, Hien; Bhat, Nina; Bullock, Insuk; Dang, Thuan; Douglas, Chris J.; Duong, Tom; Griffin, Walter; Handal, Kaity V.; Leung, Jennifer; Manoharan, Virginia; McAvoy, Ellen; Neckel, Alexa; Nguyen, Tam M.; Patel, Vinit H.; Ridley, Basia; Singh, Prem C.; Wachtel, Alexis
Cc: Holland, Rosa
Subject: RE: IDS



IDS Training
Memo.pdf

Folks,

Please note that the LIEs are not counting actions in which the IDS flag has not been cleared.

As a result several actions have been returned uncounted this Pay period and are awaiting consideration/flag clearance by you in your mailboxes.

Remember that even if you have already considered/are considering the IDS by initialing the references, you still must clear the IDS flag. This can be done in PALM or directly from EDAN per the instructions above.

Hien's simplified instructions to clear flag from the PALM screen below should suffice to have your actions counted, after you have considered the IDS's, but I have included the training memo containing the link for the complete IDS training module (Just click on the link from the PDF memo above) or click this link <http://uspto-a-pattr-1/IDSTraining/index.cfm>.

Thanks

Glenn

-----Original Message-----

From: Tran, Hien
Sent: Thursday, December 08, 2005 12:05 PM
To: Bhat, Nina; Bullock, Insuk; Dang, Thuan; Douglas, Chris J.; Duong, Tom; Griffin, Walter; Handal, Kaity V.; Leung, Jennifer; Manoharan, Virginia; McAvoy, Ellen; Neckel, Alexa; Nguyen, Tam M.; Patel, Vinit H.; Ridley, Basia; Singh, Prem C.; Tran, Hien; Wachtel, Alexis
Cc: Caldarola, Glenn; Holland, Rosa
Subject: IDS

Hi all,

It has been brought to my attention that some cases have not been counted and returned to you b/c the IDS flag clearance has not been updated.

As a reminder, before bringing cases to Rosa for counting, you can go to Palm, click on the "IDS flag clearance", type the application number and check the box "IDS Review", then click "UPDATED". Or you can do the same in Edan, when you open the application, click the "IDS Flag clearance" icon, then check the box "IDS Review" of all the IDS's filed in the application, then click "UPDATED".